November 9, 2026

Mr. Matthew Kelly
NYSDOT, Region 3
333 E. Washington Street
Syracuse, New York 13202

RE: TRANSMITTAL OF CONTRACT BID DOCUMENTS AND
PLANS, SPECIFICATIONS AND ESTIMATE (PS&E)
PIN: 3757.39 OSC D#: 041075
Curry Road over Trumansburg Creek Culvert Replacement
Town of Ulysses
Tompkins County
LETTING DATE: December 22, 2026 (Tentative)

Dear Mr. Matthew Kelly:

In accordance with Chapter 12 of NYSDOT's Local Projects Manual (LPM), the Town of Ulysses has compiled the following information and documents to progress this project to advertisement, letting, and award for the above-referenced locally administered transportation project including:

1. Contract Bid Document Package:
   - PS&E Checklist and attachments
   - Contract Bid Documents
   - Stamped and signed contract plans
   - Bid proposal (contained in Bid Documents)
   - Engineer's Estimate
   - Signed Right-of-Way Clearance Certificate
   - PS&E Certification by NYS licensed Professional
   - Environmental Commitments Checklist
   - Construction Management Plan (CMP)
   - Draft Notice to Bidders – Advertisement to Bid (contained in Bid Documents)

2. Agency Coordination

   No other agency is directly involved in the project's construction, maintenance, or ownership.

3. Project Type

   This project is a culvert replacement project.

4. Design Approval

   This project's Design Approval Document (DAD) was an IPP/FDR. Design Approval was granted on August 12, 2026, by the Town of Ulysses. No nonstandard features have been identified since Design Approval.

5. Previous Lettings

   None.

6. Letting Date, Location and Time, and Contract Completion Date

   The suggested contract letting date is December 22, 2026.
   The location of the Bid opening is the Town of Ulysses Town Hall, 10 Elm Street Trumansburg, NY 14886.
   The time of Bid opening is 3:00 pm December 22, 2026.
   The proposed contract completion date is November 30, 2027.

7. Construction Supervision

   The supervision of construction is to be by Consultant forces.

8. Pre-bid Meeting

   A pre-bid meeting is not required.

9. Federal Aid Procedure

   a. Contract Document Approval

      This project is not federally funded.

   b. Proprietary Specifications and Salvage Items

      There are no proprietary specifications. Salvage is consistent with NYSDOT's policy.

10. Statewide Significance

    This project was not determined to be of statewide significance.

11. Advertisement

    The length of the advertisement is four weeks.

    Prerequisites to Advertisement

    a. ROW. The Right of Way Clearance Certificate has been submitted to NYSDOT for concurrence.

b. Environmental Issues

The project is 100% State funded.

1. SEQR – Based on 6 NYCRR Part 617, this project was determined to be a SEQR Type II Action by the Town of Ulysses on 4/30/2026.

2. Permits/Approvals – The PS&E is consistent with permit requirements.

Permit/Approval Type	Permit Status	Date of Receipt
N/A	N/A	N/A

3. Air Quality Conformity Determinations – An air quality conformity determination was not necessary.

4. Minority and Low-Income Groups – No discussion is necessary because an EA or an EIS was not prepared.

c. State Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP)

The project is a state funded BridgeNY project and is not on the STIP. The STIP does not have to be amended.

d. Resolutions / Agreements

This project does not require resolutions from, or agreements with municipalities.

e. Utility Involvement

There is no utility involvement required at the project site.

f. Railroads

There are no railroads within the project limits.

12. Disadvantaged Business Enterprise (DBE) Goals

N/A – Project is non-federal aid funded.

13. Minority/women's Business Enterprise (M/WBE) Goals

A goal reduction or waiver is not being requested. State standard goals of MBE 8% and WBE 7%

14. Service-Disabled Veteran-Owned Business Enterprise Goals

A goal reduction or waiver is not being requested. The SDVOB goal is 6%

16. Incomplete Items

The Right of Way Clearance Certificate is under NYSDOT review and is anticipated to be complete prior to advertisement.

17. Contact Persons

Barton & Loguidice, D.P.C., under contract with the Project Sponsor, was responsible for the preparation of the PS&E Submission for this project.

Responsible Local Official
Katelin Olson, Ulysses Town Supervisor
(607) 387-5767
supervisor@ulysses.ny.us

Project Manager
Wendell R. Buckman, P.E., Associate
Barton & Loguidice, D.P.C.
(315) 457-5200
Wbuckman@bartonandloguidice.com

Project Designer
Ryan Wood, Engineer II
Barton & Loguidice, D.P.C.
rwood@bartonandloguidice.com

The RLO concurs that the PS&E is above the Regional programmed cost and understands that the Town is responsible for the difference.

_____ _____
Responsible Local Official Date

Sincerely,
Katelin Olson, Town Supervisor
Town of Ulysses

Attachments:

- PS&E Checklist and attachments
- Contract Bid Documents
- Stamped and signed contract plans
- Bid proposal (contained in Bid Documents)
- Engineer's Estimate
- Signed Right-of-Way Clearance Certificate
- Construction Management Plan (CMP)
- Draft Notice to Bidders – Advertisement to Bid (contained in Bid Documents)